

NOTICE OF INTENTION TO VACATE

RESIDENT NAME(S): _____

FORWARDING ADDRESS: _____

COMMUNITY: _____

*A forwarding address is needed to return any
deposits owed.*

APARTMENT #: _____

We thank you for making your home with us. In our continuing effort to increase the quality of our communities, we would appreciate your taking a moment to let us know the reason you are leaving. Thank you for your help. Your specific comments are appreciated. Check all that apply.

- | | |
|--|---|
| <input type="checkbox"/> 1. Buying Home | <input type="checkbox"/> 5. Roommate/Relationship Issues |
| <input type="checkbox"/> 2. Moving Out of Area | <input type="checkbox"/> 6. Not Satisfied with Apartment/Community/Staff
(Please comment below.) |
| <input type="checkbox"/> job transfer | <input type="checkbox"/> 7. Financial Reasons |
| <input type="checkbox"/> closer to family | <input type="checkbox"/> 8. Location: Closer to work/downtown |
| <input type="checkbox"/> other: _____ | <input type="checkbox"/> 9. Other (Please comment below.) |
| <input type="checkbox"/> 3. Need More Room | |
| <input type="checkbox"/> 4. Neighbor / Community relations | |

Comments: _____

To ERGS, Inc.: You are hereby informed and notified that the undersigned renter(s) will vacate and remove all personal items on or before _____, 20___. Any items left in the rental unit after the above date are considered to be discarded and may be disposed of by the management. I further understand that if any personal items are not removed, I am responsible for any moving or disposal costs.

I understand I am responsible for any and all rent due through the termination of my Rental Agreement. Any excess prepaid rent will be returned, along with the Security Deposit Refund Statement as prescribed by law. If I have not resided in this apartment for the full length of my Rental Agreement or have not given a full 30 day notice of intent to vacate, I am responsible for rent until termination of any Rental Agreement, the 30 day notice period, or until my apartment is reoccupied by a new renter, whichever comes first.

I am aware that cleanliness or damage has nothing to do with normal wear, therefore, any cleaning or repairs to the apartment over and above the Carpet Cleaning Fee and/or Security Deposit will be charged to me, and, if necessary, lawful collection action initiated. I acknowledge I have received and understand the Move-Out Notice to Residents.

Any charges or excess Security Deposit or rent will be itemized and returned within 30 days of the termination date in accordance with Nevada Law, to **my FORWARDING ADDRESS written above:**

Resident: _____ Resident: _____

Authorized Agent: _____ Date Received: _____

MOVE-OUT NOTICE TO RESIDENT

UNDER NEVADA LAW, IT IS THE RESIDENT'S OBLIGATION TO LEAVE THE APARTMENT CLEAN AND IN GOOD CONDITION AT THE TIME OF VACATING.

PLEASE CONTACT ERGS, INC. TO SCHEDULE AN EXIT INSPECTION DURING NORMAL WORKING HOURS.

General Area / Living Space:

1. Walls should be washed and all marks removed. Pinholes and other marks should be repaired.
2. Carpeting should be vacuumed. All ledges should be free of dust and dirt.
3. Windows should be washed, sills should be washed/dusted, and blinds should be cleaned.
4. Light fixtures, lamps, and shelves must be cleaned.
5. All closets are to be cleaned.
6. Balcony/front porch area should be cleaned and swept of all dirt and debris.
7. Remove all trash, furniture and any other items. No items should be left behind.

Kitchen:

1. Refrigerator should be defrosted and cleaned. Drain pan (if any) under unit should be clean and dry. Please leave refrigerator on lowest setting.
2. The stove heating elements, pans, burners and all surfaces and appropriate sub-surfaces should be scrubbed clean. The oven, heating element, broiler grills, racks and shelves should be clean with no visible marks.
3. Hood and exhaust fan should be clean.
4. Dishwasher, including door and inside area, and disposal should be clean and in operating order.
5. Cabinets should be cleaned, inside and out, including doors and shelves. All items should be removed.
6. Floor under refrigerator and stove should be clean. (Move these with care.)

Bathroom:

1. Tile/linoleum/all surfaces should be washed, and grout cleaned and free of any buildup.
2. Tub, basin, showers and toilet should be washed and sanitized.
3. Medicine chest should be cleaned, including mirror and shelves.

PLEASE NOTE: This list is merely a guide. The resident is responsible for removal of ALL personal items and the cleaning of the ENTIRE residential unit.

It is in YOUR BEST INTEREST to schedule a move-out inspection walk-through with ERGS, Inc., staff, at which time any problems can be immediately handled.

ERGS, Inc., will charge your account for any cleaning and/or repairs we must perform. Our current rate is between \$15 and \$55 per hour, depending on the item and personnel.

Please contact us to schedule a walk-through or if you have any questions: 972.4800 or 971.3100.

I affirm that I have read and understand the Move-Out Notice to Residents:

Resident Initials: _____ Agent for ERGS: _____